



**Appointment Type:** Permanent

**Working Time:** Full Time  
**Reference Code:** \*13965\*  
**Opening Date:** 09/12/2008  
**Closing Date:** Open Continuously

## **Liquor Enforcement Officer 1 (In-Training)**

**\$49,368 - \$51,864 Annually (Range 49J)**

### **About Us:**

This register will be used to fill vacancies as they occur throughout the state.

The Enforcement and Education Division is headquartered in Olympia and has 4 regional offices in Seattle, Spokane, Tacoma and Everett. There are 7 additional offices throughout the state. We are continuously in search of dedicated, qualified individuals to join our team. We work with approximately 13,000 liquor licensees and their employees by providing education and counseling on liquor licensing laws and regulations. Liquor Enforcement Officers inspect premises, investigate complaints, and conduct compliance checks. At times they may take administrative and criminal action against licensees, employees, and the public who violate state liquor laws.

The WSLCB was created in 1933 when the Legislature passed the Steele Act. We promote public safety by preventing the misuse of alcohol and tobacco through controlled retail and wholesale distribution, licensing, regulation, enforcement and education. Today, we employ about 1,350 full and part-time employees statewide. For more detailed please visit: [www.liq.wa.gov](http://www.liq.wa.gov).

### **Duties:**

Under a limited law enforcement commission, our Liquor Enforcement Officers enforce state liquor and tobacco laws by conducting criminal and administrative investigations, financial investigations, on-premises inspections of liquor and tobacco licensed businesses, and citing and arresting violators. Officers are assigned geographical areas of responsibility for the enforcement and licensing functions of about 250 or more liquor licensed businesses and about 150 or more tobacco licensees. Some of the businesses an officer will visit may be in high crime areas. If hired, you will be expected to effectively patrol all portions of your assigned area and be capable of making the appropriate criminal arrests if required. You may spend long periods of time in close proximity to intoxicated persons and most of the time you will be working alone.

Note: Liquor Enforcement Officers must participate in two training programs: Liquor Enforcement Basic Academy training and the 12-month Field Training Officer Program. After certification of successful completion of both programs, officers will be promoted to Liquor Enforcement Officer 2 (Range 52).

### **Desired Qualifications:**

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- A Bachelor's degree in business administration, public administration, criminal justice, police science or a closely related field.

OR

- Two years of college-level course work and two years of experience as a governmental criminal investigator or regulatory agent.

### CONDITIONS OF EMPLOYMENT:

- Must be 21 years old and possess and maintain a valid Washington State Driver's License upon appointment.
- Must be a citizen of the United States of America at the time of application entry.
- Must meet the Physical Ability Test (PAT) standards to complete the Liquor Enforcement Academy.
- Background investigations, including a polygraph test and psychological testing. These are required due to the nature and security requirements of the job. Applicants will be required to complete a background questionnaire and fingerprint cards and sign an authorization to release information prior to being interviewed. Applicants will not have access to any background investigative materials and files. Background investigations are part of the pre-employment selection process and are not a commitment to employment.
- Untruthful responses or excessive prior drug possession WILL disqualify you from further consideration.
- "Possession" is defined as control, touching, uses of in any fashion, holding, selling, or trafficking (transportation for sale) any illegal (non-prescribed) drug.
- No possession of marijuana/hashish within the last 3 years. No possession of other illegal drugs within the last 10 years. > No possession of marijuana/hashish over 15 times, regardless of the time frame. No possession within the last 5 years. > No injection of amphetamines or methamphetamines.
- No possession of hallucinogenic drugs (LSD, PCP, hallucinogenic mushrooms, etc.) over 3 times. No possession within the last 10 years.
- No possession of non-prescribed opiates or narcotics (heroin, morphine, etc.).
- No possession of cocaine over 3 times. No possession within the last 10 years.
- No possession of non-prescribed drugs after submitting an application with ANY law enforcement agency within the last 5 years. (The type of agency and circumstances of possession will be considered on a case-by-case basis.)
- No possession of non-prescribed drugs while employed or after having been employed by a law enforcement agency, regardless of the time frame. (The type of agency and circumstances of possession will be considered on a case-by-case basis.)
- No possession of anabolic steroids within the last two years.

### Special Notes:

The WSLCB offers a solid benefits package that includes a state retirement plan, optional deferred compensation, 11 paid holidays, paid vacation and sick leave, and a full array of health, dental, life and long-term disability insurance coverage.

Officers with bilingual skills are paid basic salary plus 5 percent. If you can speak, read, and write fluently in another language, please indicate so in your profile or resume.

Please visit [www.liq.wa.gov](http://www.liq.wa.gov) and click on the "Employment" button for more information about applying for this position.

How to apply:

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Please visit [www.careers.wa.gov](http://www.careers.wa.gov) - Apply Directly using the last five digits of the reference code, \*00000\* include the \*'s. You must complete the entire Application. An easy way to navigate an application is to scroll to the right of the page and use the arrows in the upper right hand corner to go to additional tabs or the small file folder located to the far right of the right and left arrows, (drop down box). Remember to click on "Save" at the bottom of each page to ensure your entries are saved. Keep your email address and other contact information current. For further information about managing your applications and profile, please refer to the "Manage Applications" link in your start page. You can also visit this web address for more instructions - [www.careers.wa.gov/docs/LogInandApplyForJobs](http://www.careers.wa.gov/docs/LogInandApplyForJobs)

If you have questions regarding the online application process, please call the Department of Personnel's helpdesk at 1-877-664-1960. If you have questions regarding this position, please contact 360-664-4512. You may also email [hrjobs@liq.wa.gov](mailto:hrjobs@liq.wa.gov) for more information.

### Other Information:

1. As a condition of employment, the candidate accepting this position will be required to comply with the Union Security clause contained in the Collective Bargaining Agreement between the State of Washington and the Washington Public Employees Association. This means that, as a condition of employment the candidate must either join the union and pay union dues, or pay the union a representational or other fee within 30 days of the date you are put into pay status.
2. Prior to any new appointment into the WSLCB, a background check will be conducted.
3. All employees of the WSLCB must comply with agency policy #214; Employment of Relatives and Non-Fraternalization, which states in part: The WSLCB will not hire or continue the employment of an individual in a particular position if this action would place the individual in a position of supervising or being supervised by a family member or relative. The WSLCB prohibits the hiring or supervising of an individual that a manager has a previous or current romantic or intimate personal relationship or affiliation with, and thus will have a conflict of interest.
4. All employees of the WSLCB must comply with RCW 66.08.080 which states: no employee of the board shall have any interest, directly or indirectly, in the manufacture of liquor or any liquor sold under this title, or derive any profit or remuneration from the sale of liquor, other than the salary or wages payable to him in respect of his office or position and shall receive no gratuity from any person in connection with such business.
5. The Washington State Liquor Control Board is an equal opportunity employer. Women, racial and ethnic minorities, persons with disabilities, persons over 40 years of age, and disabled and Vietnam Era Veterans are encouraged to apply. Persons with disabilities, who need assistance with the application process, may call 360-664-4512. TDD/TTY (800) 855-2880

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